

WAKEFIELD HIGH SCHOOL  
COMMENCEMENT GUIDE  
June 1960

**I. TIME & DATE**

BACCALAUREATE REHEARSAL	CEREMONY	GRADUATION REHEARSAL	CEREMONY	
10 June 1 to 3 PM	12 June 2:30 PM	14 June 10:15 to 12 Noon	14 June 7:30 P.M.	Students and teachers report to rooms assigned below
Procession Sections 3:00 PM enter boys' gym lobby			8:00 PM	

DRESS: BOYS- White shirt, dark trousers, dark shoes, dark socks, gray ties (NO BOW TIES)  
GIRLS- White shoes, no jewelry, slip under gown (Be sure gown is pressed)  
Both boys and girls

**II. ROOM ASSIGNMENTS**

Section 12-1	room	229	Section 12-11	room	220
" 12-2	"	233	12-12	"	218
" 12-3	"	235	12-13	"	216
" 12-4	"	243	12-14	"	214
" 12-5	"	244	12-15	"	212
" 12-6	"	248	12-16	"	219
" 12-7	"	250	12-17	"	217
" 12-8	"	249	12-18	"	215
" 12-9	"	247	12-19	"	213
" 12-10	"	245	12-20	"	211

**III. SPECIAL INSTRUCTIONS FOR BACCALAUREATE REHEARSAL**

- A. Distribute caps and gowns
- B. ANNOUNCEMENTS
  1. Do not leave valuables in assembly rooms. These rooms will not be locked during ceremonies.
  2. There is to be NO GUM CHEWING
- C. Form sections promptly as outlined in FORMATION AND PROCESSION PROCEDURES\*
- D. Move sections as planned in FORMATION AND PROCEDURES\*
- E. Graduates in band and orchestra will play in the prelude music and then join the lines in the foyer.

\*See attached sheet

Two (2) tickets will be given to each senior for graduation guests.  
 Extras will be given out later. Put request with name and  
 homeroom number in Mr. Rens's mailbox.

ROOM SCHEDULE

Section	12-1	room	229
"	12-2	"	233
"	12-3	"	235
"	12-4	"	243
"	12-5	"	244
"	12-6	"	248
"	12-7	"	250
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Section	12-11	room	220
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"	12-18	"	215
"	12-19	"	213
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## COMBINATION GUIDE

### FORMATION AND PROCESSION PROCEDURES

#### FORMATION INSTRUCTIONS

Align students in alphabetical order (boys at head of column) single file

#### MARCHING ORDER AND ROUTE

Columns will move to boys' gym in order of sections: section 12-1 to be followed by section 12-2, etc. Two class officers will lead each column followed by the valedictorians.

Sections 12-1 through 12-10 are to use the stairs across from 229 and proceed into the gym via the right door; sections 12-11 through 12-20 are to use the stairs across from 223 and enter through the left door. As the processional music begins the head marshal will signal to start crossing the threshold. The method of marching and the procedure regarding the changing of tassels after you have received your diploma will be demonstrated.

#### In the GYM

At 7:40 the second marshal will lead the guests to the platform. He will then return to stand in front of the platform where he will receive signals from the band or orchestra, class sponsor, and head marshal to begin the processional.

The head marshal stands facing the seniors as they come into the gym. As the two lines converge, he will turn and lead them down the center aisle to the front rows. He will then begin to count off thirteen graduates into each row on both sides. The second marshal will lead the class officers, valedictorian and the salutatorian to the platform and then return, standing at the left of the head marshal, to help count off the graduates.

The marshals will then stand at the two seats on either side of the center aisle in the rows directly behind the graduates.

Graduates will remain standing until after the Invocation. Girls will keep heads covered; when the minister moves to the rostrum for the Invocation, the class president will remove his cap as the boys follow (in unison). Replace caps at close of Invocation and be seated as the president nods.



## AWARDING DIPLOMAS

Marshals march to the right side of the platform. Second marshal is turning point for graduates. Head marshal raises his hand for first row of right section to rise - signals them to face him - signals row to walk forward to platform.

As the president calls name graduate steps on platform - shakes hands with Dr. Wilson - receives diploma (left hand) - walks back to row and remains standing until the last person in his row has received his diploma and is back at his seat. Row sits.

Officers' names are read with their homerooms.

When six people are waiting at platform, marshal signals for next row to rise and walk forward. After the last row in the first section walks forward, marshal walks around back of graduates to the front of the second section. Marshals return to seats when the last row of the second section walks forward. Head marshal signals speakers to sound reception.

After all have received diplomas, at Dr. Wilson's motion to rise, graduates will change tassels from right to left (in unison).

At the end of the program the president will motion for students to stand before the benediction. Boys remove caps as president removes his. Remain standing after Benediction for recessional. After Benediction, marshals walk forward at first note of music (after choral Benediction). Second marshal goes to foot of platform to lead guests and officers who are followed by the seniors. Head marshal stops at first row center. As music begins he nods head and the rows on either side turn, face center, and file out to read doors. All other seniors remain facing front. As the last couple from each row approaches the center aisle, head marshal nods to the succeeding row.

Seniors exchange caps and gowns in girls' gym following commencement. They are given cards which they will present to the homeroom teacher in exchange for the diploma.